

-DIVISION OF HEALTH SERVICES REGULATION
BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS

3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE, RHODE ISLAND

Tuesday, November 25, 2014
1:41 PM

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Stephanie Igoe
Simone LaCroix
Dr. Aman Nanda

BOARD MEMBERS NOT IN ATTENDANCE

John Gage

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Manager

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Examiners for Nursing Home Administrators was held on Tuesday, November 25, 2014, at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 1:41 pm on a motion by Dr. Nanda and seconded by Simone Lacroix. Motion carried.

2. Board Manager Report

a. Application Review Process

Donna Valletta advised the board that the Department requested the name of two board members whom would be responsible for the review of complete applications in the interim of scheduled board meetings. The board voted and nominated John Gage (whom accepted via telephone) for the primary and Simone Lacroix as secondary to review applications to accommodate the needs of applicants and prospective employers.

Applications that require further clarification of credentials will be deferred to the next scheduled board meeting for review by the board.

3. Adjournment

Motion was made by Simone LaCroix and seconded by Stephanie Igoe to adjourn at 1:48 pm. Motion carried.

Respectfully submitted,

Donna Valletta

Donna Valletta
Board Manager
Office of Health Professionals Regulation